

# **BUILDING PERMIT REQUIREMENTS: RESIDENTIAL**

**CITY OF RENTON**  
Development Services Division  
1055 South Grady Way, Renton WA 98057  
Phone: (425) 430-7200  
[www.rentonwa.gov](http://www.rentonwa.gov)

## **SINGLE FAMILY RESIDENTIAL AND DUPLEXES NEW CONSTRUCTION, ADDITIONS, AND ACCESSORY BUILDINGS**

Be sure to check zoning regulations before you submit plans to ensure you will be able to build. We recommend having your site plan reviewed before submitting construction plans.

Waterfront properties or other lands covered by water must also submit an environmental checklist package and may have to apply for a shoreline exemption. Contact the Development Services Division at (425) 430-7200 for more information.

Prior to cutting trees you must contact the Development Services Division at (425) 430-7200 regarding the City's tree cutting regulations.

No new oil heating systems shall be allowed within the aquifer protection areas.

### **APPLICANTS FOR BUILDING PERMITS ARE REQUIRED TO SUBMIT THE FOLLOWING FOR ANY STRUCTURE OR ADDITION:**

**A. Water and sewer availability letter obtained from the Public Works Customer Service counter (425) 430-7266.**

**B. Site Plan – We recommend that you have this drawing reviewed by City staff prior to preparing your construction drawings.**

Two (2) copies on **8.5" x 11"** paper WITH ALL OF THE FOLLOWING:

\*Three (3) copies required for all duplexes.

1. Drawn to scale 1"=20'.
2. Legal description, address, north arrow and parcel number.
3. Plat name and lot number, if applicable.
4. Include project description, such as, "Jones construction of new single-family residence".
5. Label and/or highlight existing and proposed construction.
6. Identify and dimension all property lines (bold line), streets, alleys, and/or easements.
7. Indicate distance in feet from structures to lot lines on all sides at the narrowest point.
8. Lot size in square feet.
9. Footprint size in square feet of all existing and proposed structures on property including decks, carports, storage sheds and garages.
10. Show approaches, driveways, and public sidewalks.
11. Show grade slopes, retaining walls, rockeries, etc.
12. Show location of fire hydrant located within 300 feet of structure.

### **C. Construction Plans**

Two (2) copies of following plans (no originals and no pencil drawings accepted):

\*Three (3) copies required for all duplexes.

1. Floor plan drawn to 1/4"=1' scale to include:
  - a) general building layout
  - b) room use (every room called out on plan)
  - c) window and door size, ventilation and opening headers
  - d) plumbing and electrical layout

## **C. Construction Plans (continued)**

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2. Elevation drawings:
  - a) each compass direction
  - b) show stories – above and below grade, and grade changes
3. Cross section drawn to 1/2"=1' scale to show:
  - a) typical foundation, floor, wall, ceiling, and roof construction
  - b) structural members labeled as to size, and spacing as well as bracing, blocking, bridging, special connectors, and anchor bolts
  - c) insulation of walls, slab, floors, and roof/ceiling
4. Special details drawn to scale:
  - a) details of stairs, fireplaces, and special construction
  - b) engineer stamped truss design details.

## **D. Landscape Plan, Detailed**

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Two (2) copies drawn to the same scale as the project site plan WITH ALL OF THE FOLLOWING:

1. Date, graphic scale, and north arrow
2. Location of proposed buildings, property lines, walks, parking areas, and access, and existing buildings to remain.
3. Names and locations of abutting streets and public improvements, including easements.
4. Existing and proposed contours at five-foot (5') intervals or less.
5. Detailed grading plan.
6. Location and dimensions of planting areas (the width of a landscaping area when curbed shall be measured from inside to inside of the curbs).
7. Location and height for proposed berming.
8. Locations, elevations, and details for any proposed landscape-related structures such as arbors, gazebos, fencing, etc.
9. Location, size, spacing and names of existing and proposed shrubs, trees, ground covers, and decorative rockery or like landscape improvements in relationship to proposed and existing utilities.
10. Names of existing and proposed vegetation.
11. Detailed planting plan (soil mix, planting depth and width, and bark mulch depth).

## **E. Additional Submittals**

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One (1) copy of each:

1. Energy code checklist filled out completely - spec out all items called for on checklist.
2. Provide on the permit application the contractor name, address, phone #, contractor license #, and City of Renton business license.
3. For new residences include subcontractor listing form.
- \*\*\* 4. Storm drainage plans required for duplexes.
5. For properties located in or near critical areas (wetlands, steep slopes, creeks) contact the Development Services Division for information about additional studies required.

The person signing the permit shall be either the owner or the person responsible for the work.

The plan checkers will check the plans and make inspections, but will do no design work. Sizing of structural members and spacing of supports is the responsibility of the owner or builder and must conform to Code requirements.

Separate permits are required for Electrical, Plumbing, and Mechanical work except for new single family residences.